

**LL Estates Sales & Lettings  
FEES AND CHARGES SHEET**

Clause numbers are shown for ease of reference only – please refer to the clause for full explanation of the service.  
All fees are shown inclusive of VAT @ 20% (figures excluding VAT are quoted in brackets)

SERVICE	CLAUSE REF	FEE
<b>SELF-MANAGING OPTION – LET ONLY (A)</b>	A1 and A2	100% inc VAT (80%+VAT) of the first month's rent subject to minimum of £540.00 inc VAT (£450.00+VAT)
<b>SET UP AND MONITOR (THE DIY PACKAGE) (B)</b> THE HALFWAY HOUSE BETWEEN SELF MANAGING AND ESSENTIALS PACKAGE THE SEMI DIY OPTION	B1 and B2	90%inc VAT (75%+VAT) of first month's rent – minimum £474.00 inc VAT (£395.00+VAT) Plus 9.6 % inc VAT (8%+VAT) of gross monthly rent payable throughout tenancy
<b>THE ESSENTIALS SERVICE (C)</b> Standard Letting & Tenancy Management Service	C1 and C2	£504 inc VAT (£420 plus VAT plus 12%inc VAT (10%+VAT) of gross monthly rent payable throughout tenancy
<b>THE VIP- FULLY INFORMED PACKAGE</b> ALSO INCORPORATING <b>HMO MANAGEMENT /LHA &amp; OVERSEAS LLDS</b>	C2(v) and D1	£504 inc VAT (£420 plus VAT Plus 16.8 % inc VAT (14%+VAT) of gross monthly rent payable throughout the tenancy
<b>Overseas Landlords (inc if VIP level)</b>	C2 (v)	4% +vat (4.8% including VAT) of the overall rent payable per month
<b>LHA Tenancy Management (inc if VIP)</b>	D (v)	4% +vat (4.8% including VAT) of the overall rent payable per month
<b>HMO Property Management (inc if VIP)</b>	D (vi)	4% +vat (4.8% including VAT) of the overall rent payable per month
<b>Renewal of Tenancy Fees</b>	B2(iv)/C2(vi)	Applicable fees continue to be payable for any renewed period and £80 inc VAT (£66.66+VAT)
<b>Cancellation of Management</b>	C3	Three months notice
<b>Buy to Let Advisory Service</b>	D2	£300 inc VAT (£250.00+VAT)
<b>Property Acquisition Service</b>	D3	3.6 % inc VAT (3%+VAT) of purchase price
<b>Refurbishment/Furnishing Service</b>	D4	By quotation
<b>Empty Property Management</b>	D5	£120.00inc VAT (£100.00+VAT) per calendar month plus £180.00 float
<b>In House Tenancy Agreement</b>	E1(i)	Included for all levels of service on initial set up
<b>Own Tenancy Agreement</b>	E1(ii)	£114.00inc VAT (£95.00+VAT)
<b>Memorandum of Renewal Agreement</b>	E1(iii)	£96.00 inc VAT (£80.00+VAT)
<b>Photographic Inventory</b>	E2	£180.00inc VAT (£150.00+VAT)
<b>Check Out Inspection</b>	E3	£126.00inc VAT (£105.00+VAT)
<b>Court Attendance</b>	E16	£252.00 Inc VAT (£210.00 +VAT)
<b>Bailiff Attendance</b>	E17	£150.00 Inc VAT (£125.00+VAT)
<b>Property Visits</b>	E4	£45.00 Inc VAT (30.00 +VAT)
<b>Safety Checks Inspections Separate</b>	E5, E6, E7, E8	By Invoice from Contractor
<b>Combined Safety Inspections – Gas/Elec</b>	E9	By Invoice from Contractor
<b>Smoke Alarm/Carbon Monoxide Detector</b>	E10	By Invoice from Contractor
<b>Heater Loan</b>	E11	£60.00inc VAT (£50.00+VAT) per week/part week
<b>Works Supervision – Own Contractor</b>	E12	12%inc VAT (10%+VAT) of works costs
<b>Serving Notices</b>	E13	£150.00inc VAT (£125.00+VAT) per notice
<b>Energy Performance Certificate</b>	E14	£100.00 inc VAT (£83.33+VAT)
<b>Deposit Registration Administration</b>	F7A/E15(a)	£54.00 inc VAT (£45.00+VAT)
<b>Key Cutting</b>	C.13	£20.40 inc VAT (£17.00+VAT) max per key
<b>Landlord Withdrawal from Offer</b>	G2	Expenses to a max of £450.00inc VAT (£375.00+VAT) dependent on case
<b>Rent and Legal Cover</b>	C1i	£35.00 inc VAT (£20.83 plus VAT)